

CRC Meeting Minutes

October 8, 2008

Members/Advisor Present

Niles Glasgow
Sabrenna Bryant
Lisa Good
Rafael Mendez
Elyse Benson
Antron Williams
Cliff Eaddy—former member
Craig Ellis-Title VI Advisor
Amy Maxwell-Outreach Advisor & 1890's Liaison Advisor

Members Absent

Wayne Henderson
Dory Reeves

Visitors Attending: Cory Calderone

- I. **Meeting called to order** and quorum recognized at 9:07 am by Bryant.
- II. **Mr. Glasgow opened the meeting** with a few comments. Glasgow welcomed all members to the new fiscal year and thanked members going off the committee for a year of good service. He informed the committee to be aware of who their clients were, such as employees in the field, and to maintain an open line of communication to ensure they know the Civil Rights Committee.
South Carolina will participate in a National Civil Rights Review the week of **February 9, 2009**, and Glasgow has asked the Civil Rights committee to prepare for potential interviews that the reviewing committee may want to have with committee members, and also said that certain field offices would be target for visits/reviews. Glasgow indicated that it was important for all field offices to ensure that they are complying with EEO/Civil Rights rules, including displaying the proper posters/non discrimination statements, etc. Maxwell reminded everyone that there is a Civil Rights web page where field offices can download these items that are required for posting in field offices. Access this at:
http://www.sc.nrcs.usda.gov/Civil%20rights%20bulletins/civil_rights_bulletins_posters2.html
- III. **Review and approval of August minutes.** Minutes were reviewed by committee and a motion was made and passed to approve the minutes.
- IV. **Vote in FY-2009 CRC Chair, Vice Chair, and Secretary:** Antron Williams was voted in as the new CRC Chair for 2009. Rafael Mendez was voted in as the new Vice Chair for 2009. Sabrenna Bryant was voted in as new Secretary for 2009.
- V. **Treasurer's Report:** The committee reviewed the budget for FY-2008 and the remaining CRC balance is \$6930.94. The committee then proceeded to set a new budget for FY-2009. However, since some CRC roles have not been filled, the new budget is currently tentative.
- VI. **Ongoing activities and approaching deadlines:**
 - a. Current Developments Status of Articles: Bryant remarked that Mendez and Henderson

should submit articles for Current Developments for their Program months, which fall in October and November.

- VII. AIANPM Report:** Cliff Eaddy remarked this would be his final meeting, as his term on the SC CRC has officially ended. He reported that he attended the AIANPM Training conference in Spokane, WA, and that the training was informative and productive. He also discussed his role as Chair of the Southeast American Indian Work Group and distributed the 2008 Work Group Plan, a 26-page document that outlines the mission, goals and objectives of the Work Group. Eaddy suggested the budget for AIANPM to be \$4,800.00
- VIII. BEPM Report:** No report
- IX. DEPM Report:** No report
- X. FWPM Report:** Good reported that Federal Women's Program managers will have a teleconference to start the new year on October 21. Items to be discussed are issues for the new year and location of annual conference. Good requested \$2,200 for her 2009 budget.
- XI. HEPM :** Mendez will host Hispanic Cultural Competence Training on October 8th in the Strom Thurmond Federal Building. The training will be for NRCS and RD employees in the State Office, and the guest speaker will be Ivan Segura, Workforce Development Consultant for the Connecting People to Jobs/WIA Program. The training coincides with Hispanic Heritage Month, Sept 15-Oct 15. Mendez also prepared packets to mail to each field office containing technical information about silvopasture in both English and Spanish.
- XII. APIPM Report:** Benson reported that she attended EEO Rights and Responsibility training Atlanta, GA. She also attended the APIO Training Conference in Spokane, WA. She said the training was very informative, especially two sessions she went to, titled *Effective Facilitating and Appreciative Inquiry*. She said some of the main topics during training focused on recruitment, mentoring and employees being sent on details. Benson requested a budget of \$2,400.00 for 2009.
- XIII. MAL Report-** Williams reported that he attended EEO Rights and Responsibility training in Atlanta, GA. He also plans to attend the NOPBNRCSE conference in Atlanta, GA in December 2008. Bryant and Williams requested a budget of \$2,500.00 for 2009.
- XIV. Outreach Report:** Maxwell report the following:
 - a. Maxwell is coordinating with NRCS Greenville Staff and Greenville County to plan a media/legislative EWP event in November. The NRCS assistance provided helped to alleviate flooding problems in a low income neighborhood in Greenville.
 - b. Coordinated with Hugh Caldwell and Reginald Hall to promote water conservation and protection to urban/rural residents in Richland County through rain barrel project.
 - c. Coordinated a video shoot in Orangeburg County with Florida videographer Bob Stobaugh to submit a Lloyd Wright Small Farmer of the Year nomination to the National Organization of Professional Black NRCS Employees. Maxwell thanked the Orangeburg NRCS office staff, and complimented the nominee, Mr. Darryl Jenkins, for his outstanding conservation ethic.
 - d. Worked with United Farmers USA CEO's to update their website to post upcoming deadlines for EQIP/WHIP signups to ensure that socially disadvantaged landowners are aware of program signups.
 - e. Enrolled in October training session on Outreach to All Customers course in Florida, during which I will develop an FY 09 Outreach Plan.
 - f. Prepared and submitted SC NRCS' 4th quarter Civil Rights Performance Plan and Accomplishments Report to headquarters.

g. Maxwell indicated that she will update and distribute the EEO/Civil Rights Committee poster that is displayed in each office as soon as she knows who the new committee members are (American Indian, Black Emphasis, and At-Large vacancies).

h. Maxwell estimated her FY '09 Outreach budget needs to be \$7,500 and this incorporates planning for Farm Bill outreach meetings throughout the state.

XV. Title VI report: No report

XVI. Title VII report and employment advisor: No report

XVII. Other Business: No Other business

XVIII. Next Meeting: It was suggested that committee chair Antron Williams change the date of the next regularly scheduled date of the committee (December 10th) since he will be at the NOPBNRCSE National Conference. Williams will follow up with committee members to see about scheduling an alternate date for the next meeting.

XIX. Adjourn: 10:10am